



Type: Procedure	Northumbria Blood Bikes Procedure: Access Corbridge Health Centre		
Owner:	Rota Manager	Author:	Steve Rawlings
Approved:	14th October 2017	By:	Executive Committee
Doc Ref	ROTA103	Version	1.3

**A. Why do we need this Procedure**

This document sets out the requirements for the access to Corbridge Health Centre.

**B. Who is Responsible for this Procedure**

The Rota Manager of the group is responsible for the maintenance of this procedure.  
The Executive Committee is responsible for approving this procedure.

Any person using this location is bound by the rules laid out in this procedure.

**C. When will this Procedure be reviewed**

The procedure will be reviewed a maximum of Two years following its approval.

**D. How will changes be notified**

The latest version of the policy will be made available via the members' library on the group website. New versions will be announced via email to all qualified riders, drivers, shift coordinators and the executive committee.

## **1. Aim of Procedure**

- 1.1.** This procedure is to enable drivers/riders to collect samples from Corbridge Health Centre in a smooth and professional manner.
- 1.2.** This procedure will ensure all stipulations laid down for Corbridge Health Centre are adhered to.

## **2. Location**

- 2.1.** The Corbridge Health Centre is located on Newcastle Road. Corbridge. NE45 5LG
- 2.2.** Follow the A69 west from Newcastle. At the first roundabout (A69/A68) take the second exit, the B6530 Corbridge road, and follow this round approaching the centre of Corbridge. The health centre is on your right just before entering the town.
- 2.3.** Links to videos
- 2.4.** <https://youtu.be/zv-wGRg59uw>
- 2.5.** <https://youtu.be/AMs4yiAeHq4>

## **3. Operational Times**

- 3.1.** This arrangement operates Monday to Friday excluding Bank Holidays, and Saturdays, 52 weeks of the year.

## **4. Access Arrangements**

- 4.1.** Access is on the lower floor
- 4.2.** Vehicles should park in the lower car park.
- 4.3.** Access is through the main reception doors, reception desk is directly in front of you.
- 4.4.** Samples are to be collected from reception desk completing the necessary job sheet.

## **5. Exceptions and Variations**

- 5.1.** Any exceptions or variations will be at the discretion of the Rota Manager, or a Committee Member.

**Northumbria Blood Bikes Procedure:  
Access Arrangements for Corbridge Medical Centre**

**Version Control and History**

<b>Date</b>	<b>Version</b>	<b>Author:</b>	<b>Reason For Change</b>
November 2017	1.0	Steve Rawlings	First Version of Access to Corbridge Health Centre
Jan 2020	1.1	Ronnie Paton	Document Review
August 2023	1.2	Ria Burnett	Periodic Review – no major changes
August 2025	1.3	Ria Burnett	Periodic Review – no major changes